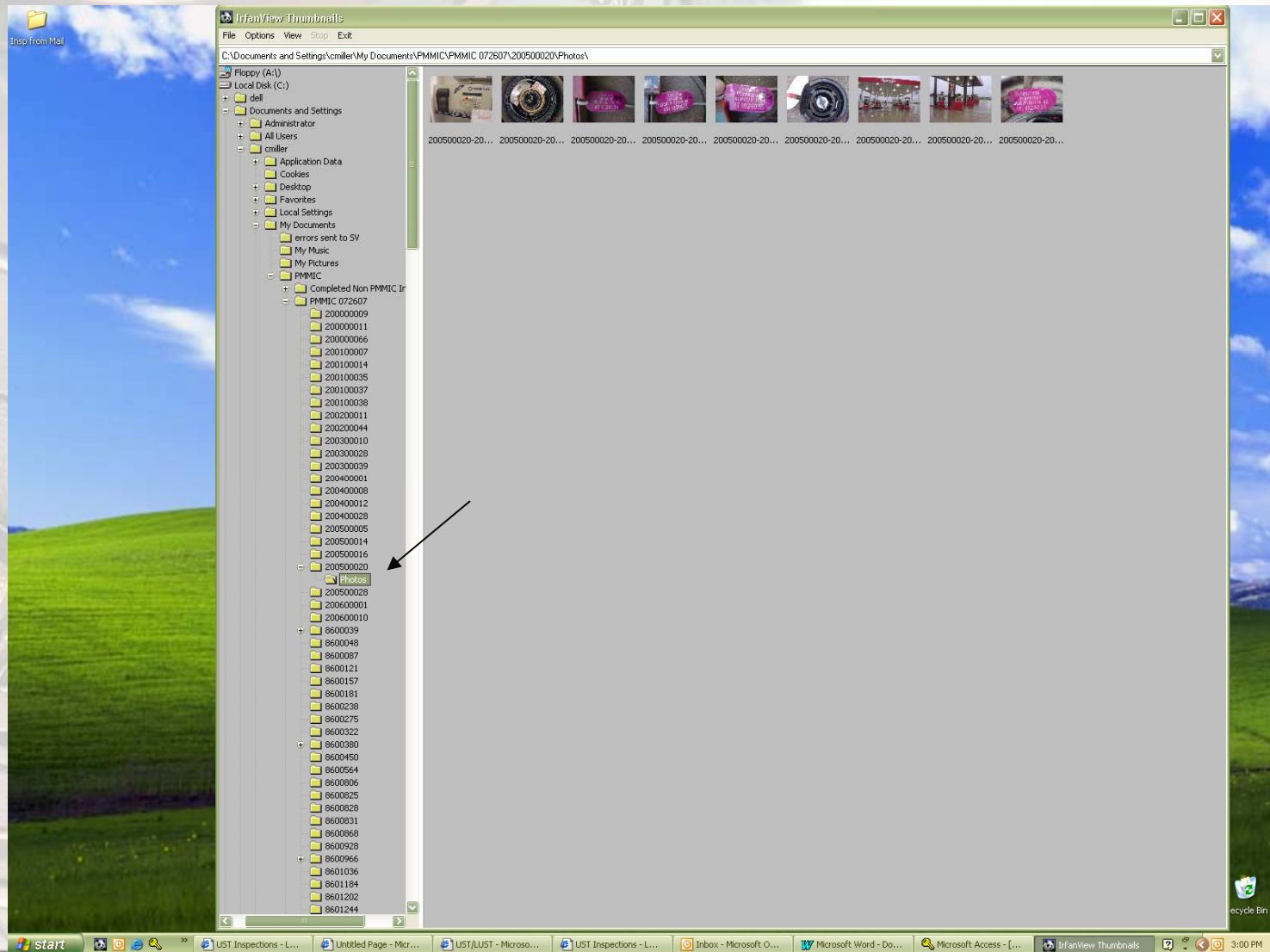# Resizing Photos for Upload to the Inspection Database
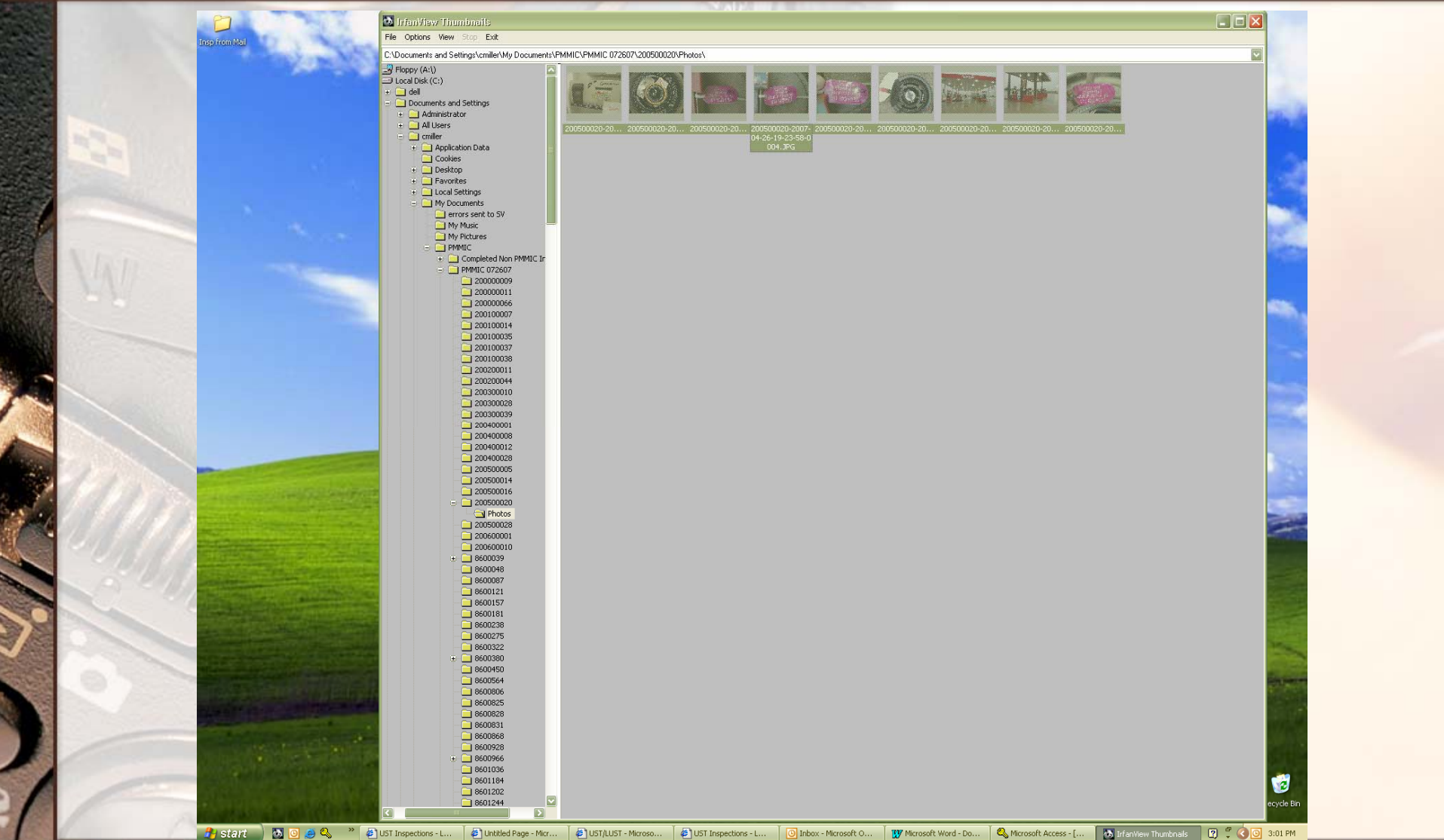
The software Siju suggested we use to resize photos is IrfanView, and it can be downloaded at http://www.tucows.com/preview/194967
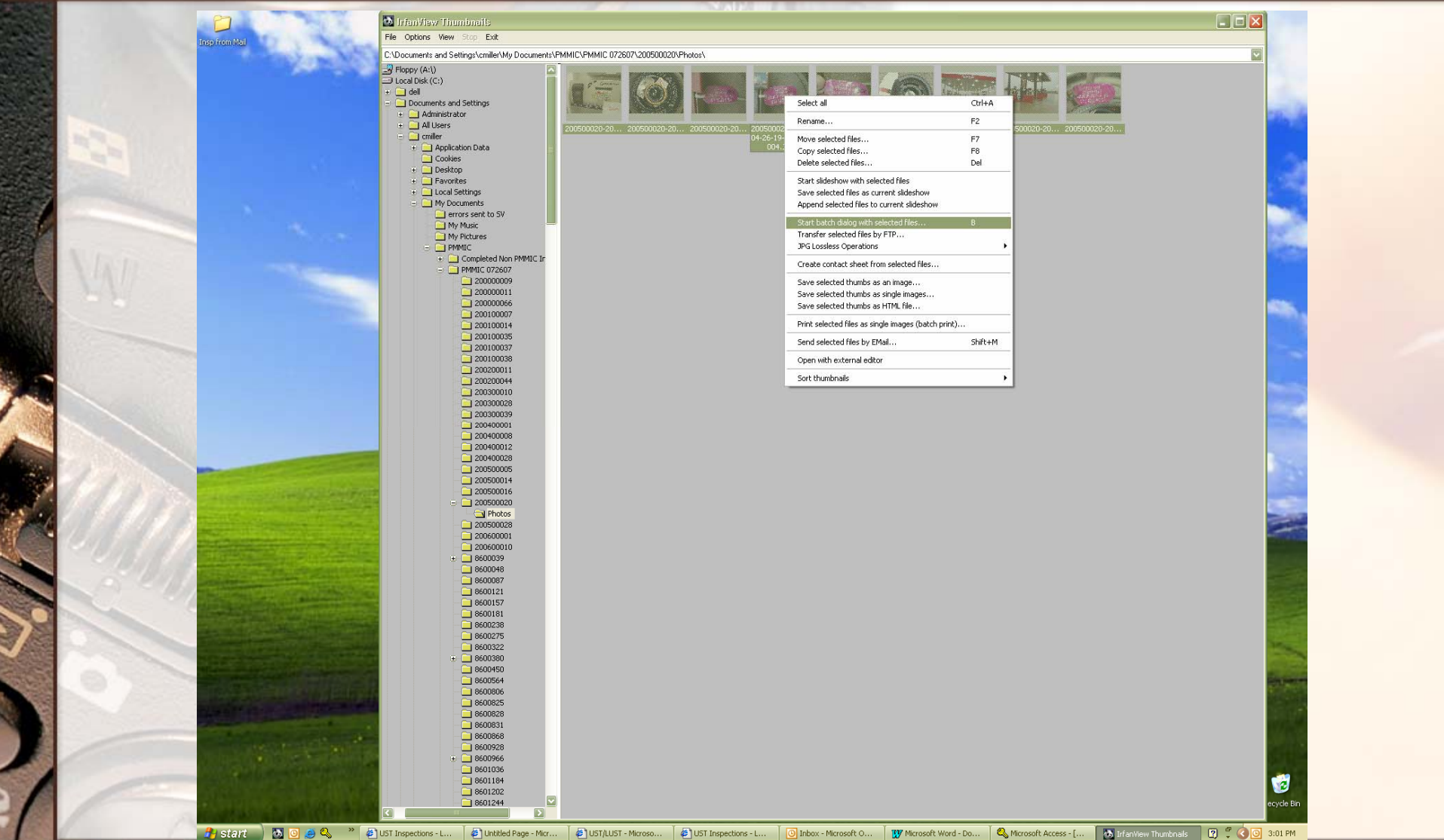
First, open IrfanView 4.0 and in the side panel open the folder that contains the photos that need resized.

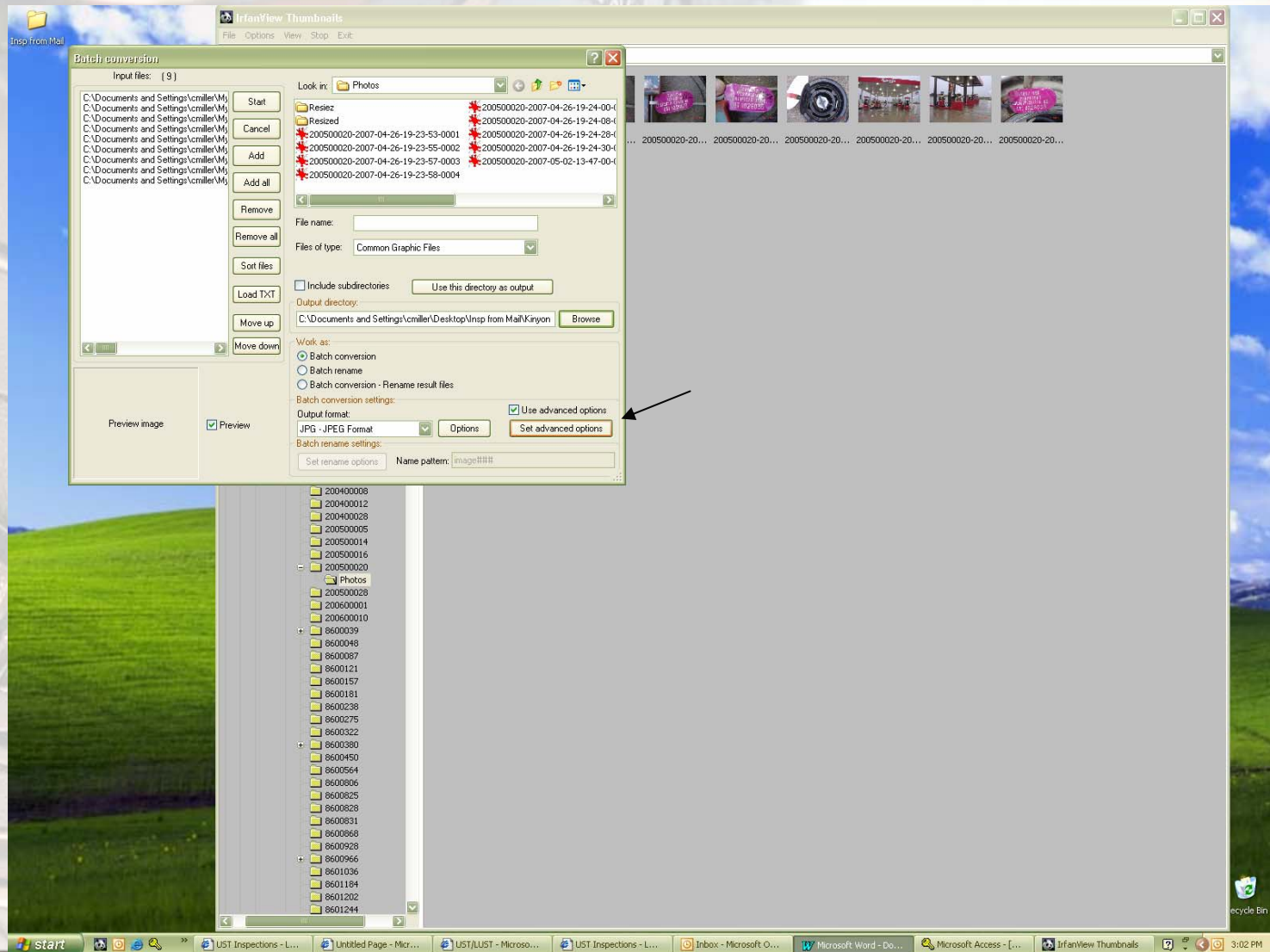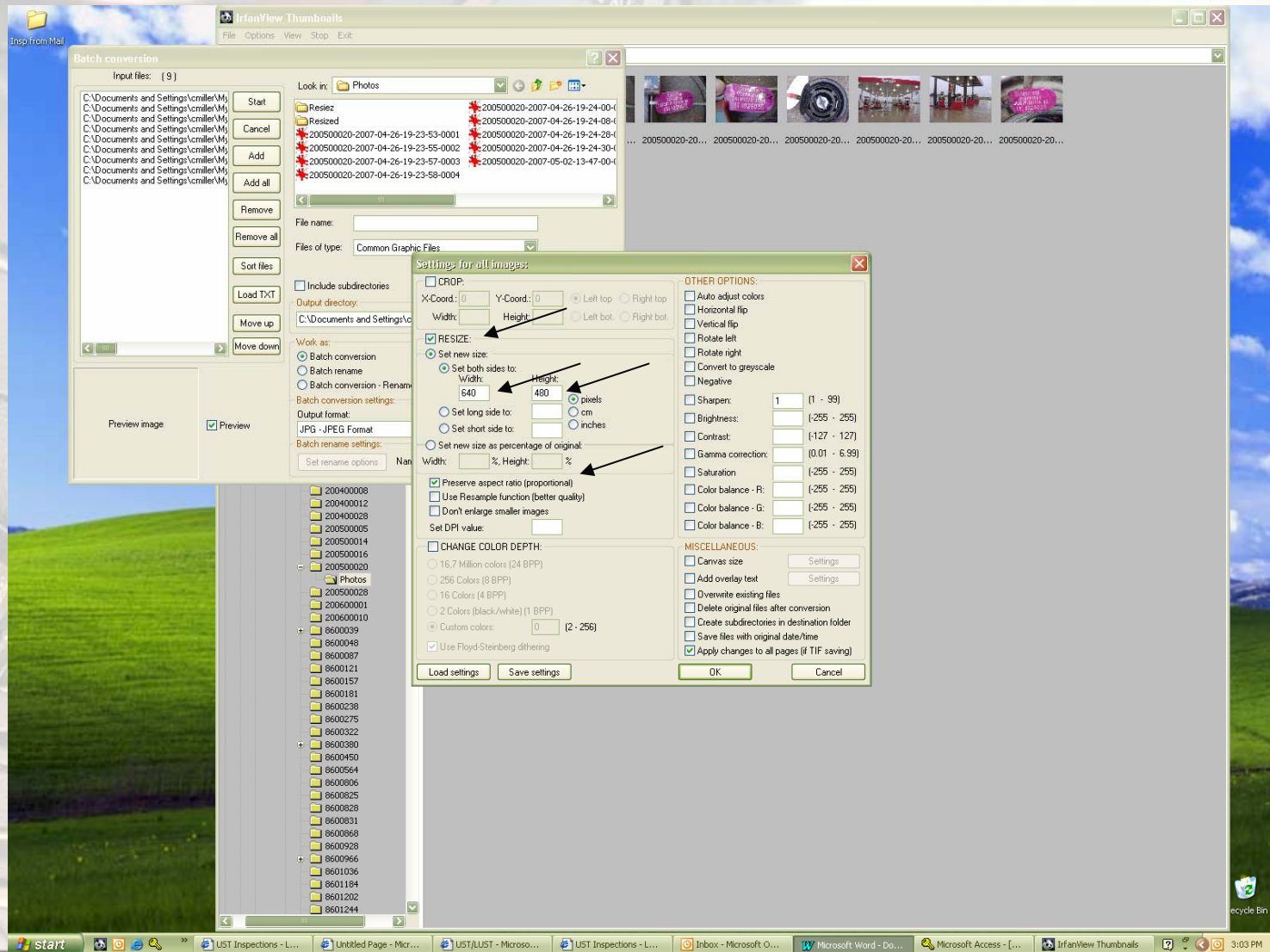# Hilight all of the photos.

Right click over one of the hilighted photos and choose the 'Start batch dialog with the selected files...' option.
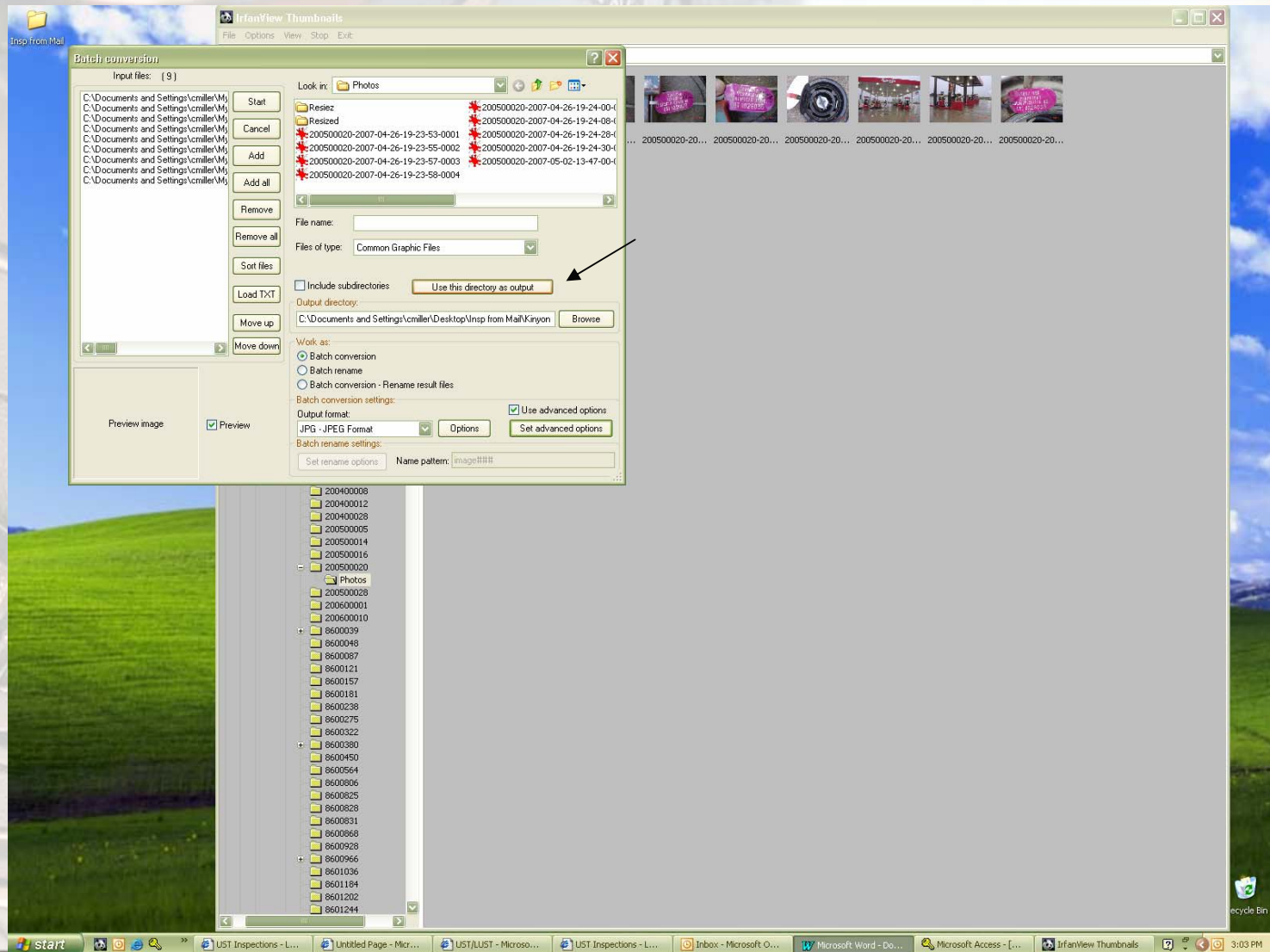
Now click on the 'Set advanced optons' button. This is the only time you will need to do this step. You will be setting the size to shrink the photos and, once this setting is saved, it will be the default setting until changed again.
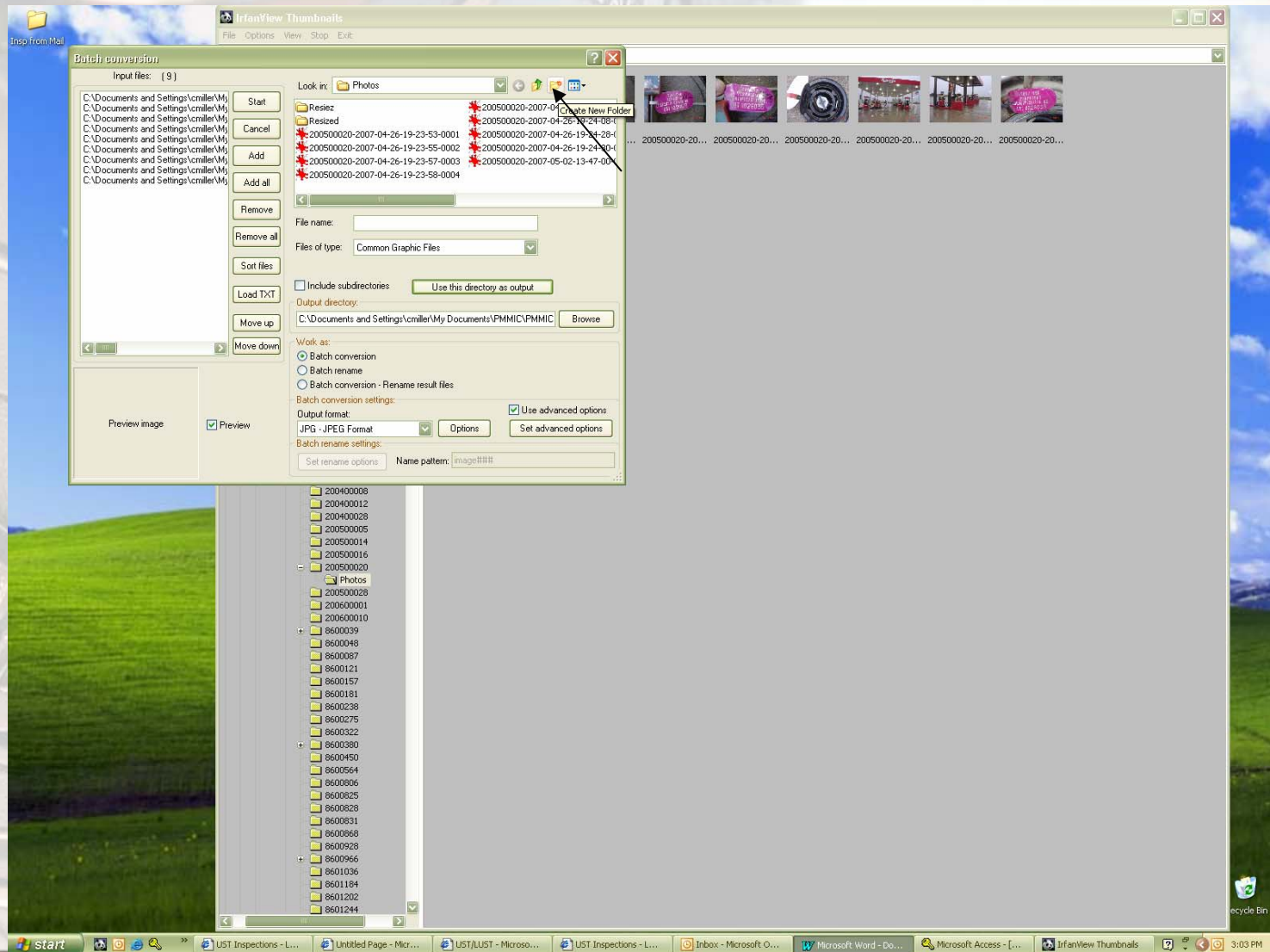
Make sure the 'RESIZE' box is checked, click the 'Set new size' and 'Set new size' buttons. Then fill in '640' and '480' as the pixel size, make sure 'pixel' is checked. And make sure the 'Reserve aspect ratio [proportional]' box is checked. Click 'OK' and these settings are saved. You will not have to do this step again.
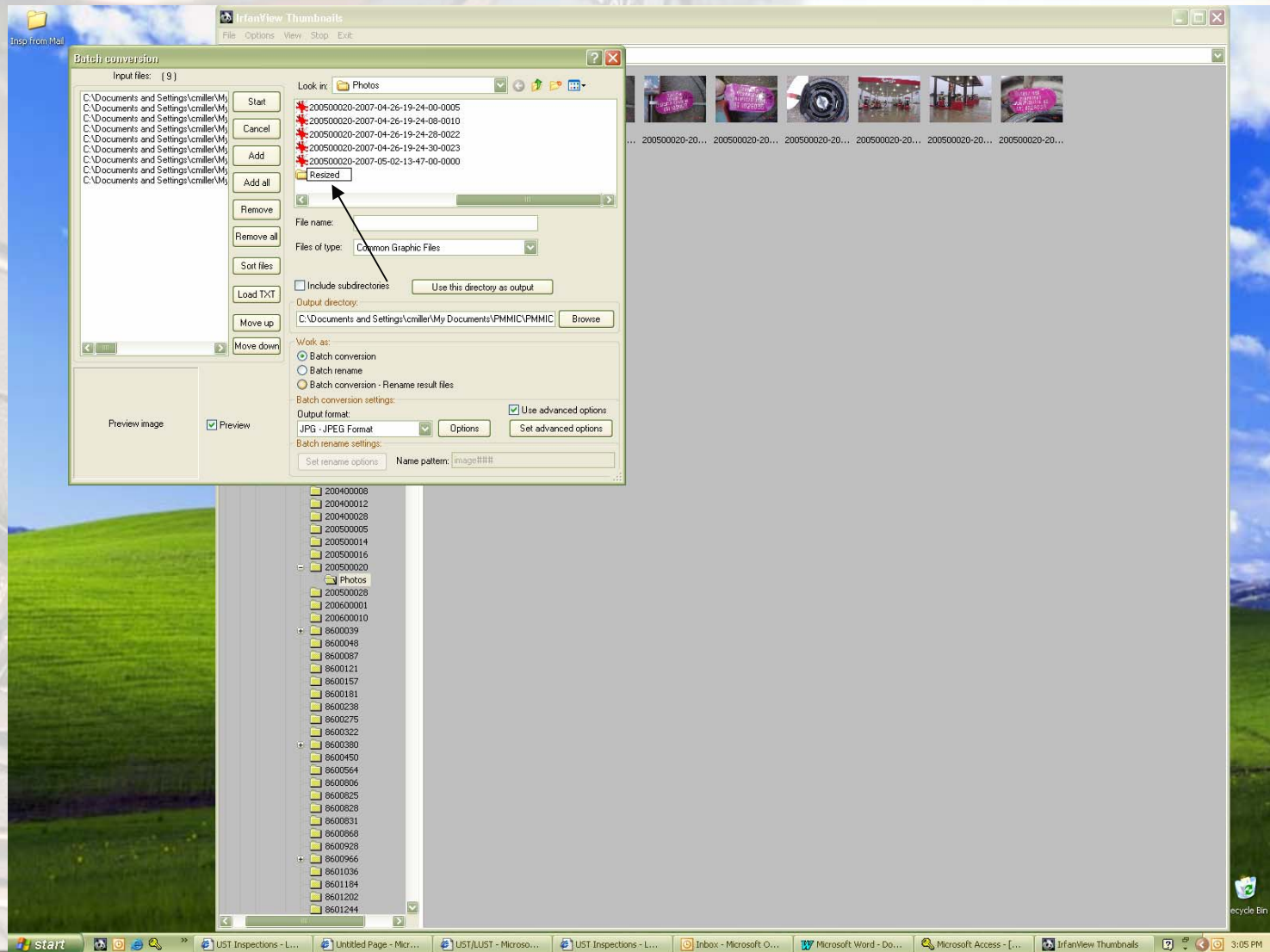
Now set the location to save the resized photos. Siju recommended using the same folder as the original photos. Click on the 'Use this directory as output' button.
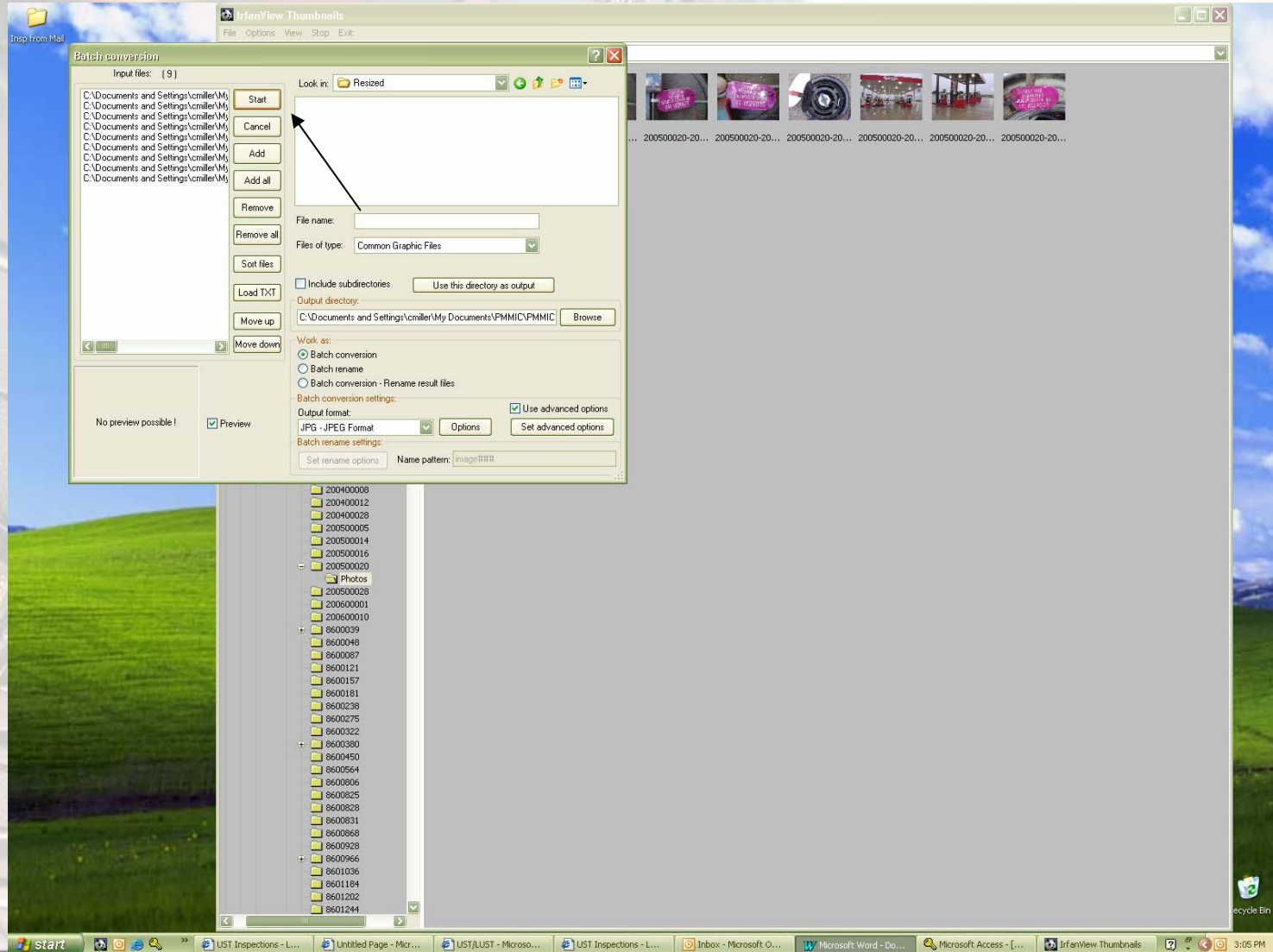
Click on the 'Create New Folder' button.

Rename the new folder to "Resized" and double click this folder to open it. This is now where the resized photos will be saved.

Click the start button.

Once the resizing is complete, click the exit button. Your photos are ready.